

**GHSS JOINT BOARD
EXAMINING BOARD OF PROFESSIONAL GEOLOGISTS,
HYDROLOGISTS AND SOIL SCIENTISTS
FEBRUARY 15, 2006**

PRESENT: Sue Bridson, Thomas Evans, William Mode, Joan Underwood, Bryant Browne, Randall Hunt, Ruth G. Johnson, John Hahn, Fredrick Madison, and Brenda Halminiak (Observed)

EXCUSED: Stephen Donohue, Jon Guntow, and Patricia Trochlell

STAFF PRESENT: Tim Wellnitz, Bureau Director; Bill Black, Legal Counsel, Gina York, Bureau Assistant; and other Department Staff

GUESTS: Lynita Docken, Safety and Buildings, Dept of Commerce; and Tom Kasper, Safety and Buildings, Dept of Commerce

CALL TO ORDER

Joan Underwood called the meeting to order at 9:14 a.m.. A quorum of nine members was present.

ADOPTION OF AGENDA

MOTION: John Hahn moved, seconded by William Mode, to approve the agenda as published. Motion carried unanimously.

ELECTION OF OFFICERS FOR 2006

MOTION: Ruth Johnson moved, seconded by Thomas Evans, to nominate Stephen Donohue as Board Chair. Motion carried unanimously.

MOTION: Thomas Evans moved, seconded by Randall Hunt, to nominate William Mode as Vice Chair. Motion carried unanimously.

MOTION: Thomas Evans moved, seconded by William Mode, to nominate Frederick Madison as Secretary. Motion carried unanimously.

MOTION: William Mode moved, seconded by Frederick Madison, to designate Joan Underwood as Acting Chair to run today's meeting. Motion carried unanimously.

GHSS Joint Board
February 15, 2006 Minutes

APPROVAL OF MINUTES (FEBRUARY 16, 2005)

Amendments to the Minutes - On Page 6: Insert Geology before the word fundamentals.

MOTION: Frederick Madison moved, seconded by Randall Hunt, to approve the minutes of February 16, 2005 as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT TIM WELLNITZ BUREAU DIRECTOR

Tim Wellnitz, Director of Business and Design, informed the Board that the GHSS Joint Board Rules Committee did not meet today due to insufficient business to conduct.

ANNUAL POLICY REVIEW WITH THE BOARD

Tim Wellnitz, Director of Business and Design, did an annual review of department policies with the Board at today's meeting. They are as follows:

- 1) Agendas and Addendums Policy: This policy was reviewed with the Board and it was clarified with them that agenda items can be submitted up to three weeks before the upcoming scheduled meeting date. After that deadline, an addendum would be required. An addendum is used only to post items that are of an urgent nature and cannot wait until the next meeting. This should be a rare occurrence and not the norm in preparing meeting agendas. Items that do not qualify as an urgent item will be considered for the next meeting agenda and will be part of that meeting's posting.
- 2) The Quorum Confirmation Policy: This policy was reviewed with the Board and it was clarified with them that if we do not hear from board members we would assume they will be attending the meeting. We will not be checking for a quorum each time. Only if we are contacted by two or more individuals indicating they will not be able to attend an upcoming scheduled meeting will we contact Section members to verify a quorum.
- 3) The Hotel Policy: This policy was reviewed with the Board regarding hotel room reservations for all meetings. The hotel policy is as follows:

DEPARTMENT POLICY

1. If the Board Member is not going to use the reserved hotel room, it is the **responsibility of the Board Member** to cancel the room by calling the hotel themselves. If the room is not cancelled, the Board Member would be responsible to pay the bill.
 2. If we cancel a meeting because of lack of quorum or no business, it should be our responsibility to cancel any room reservations.
- 4) Travel Rules and Policies: Annual meetings, intent to travel, In-State and Out-of-State travel were discussed and handouts were provided indicating the allowances for travel and limitations on in-state and out-of-state travel. The Board gets one annual meeting a year in which a designee can attend. Board approval is required to attend such annual meetings and the paperwork for the intent to travel would need to be submitted prior to attending.

2006 MEETING DATES

The Board received a copy of their 2006 meeting dates for their records and to use as a reference.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

The Board reviewed the summary reports at today's meeting. Attorney Black was available to the Board for questions and clarification if needed.

PRESENTATION ON ENFORCEMENT PROCESSES ERIC CALLISTO DIVISION ADMINISTRATOR DIVISION OF ENFORCEMENT

Eric Callisto, Administrator of the Division of Enforcement, presented information to the Board regarding the enforcement process at today's meeting. The Division of Enforcement is the prosecutorial arm of the Department and currently there are approximately 1,800 cases in the pipeline. Mr. Callisto provided a handout and reviewed

in detail the four step process on how complaints and cases are handled. The Board asked questions and discussed any related issues regarding the DOE case process.

STATUTES AND ADMINISTRATIVE RULES DISCUSSION

Presentation and Discussion of Department of Commerce Rules for Expanded Erosion Control and Storm Water Management With Department of Commerce

Lynita Docken, and Tom Kasper from Safety and Buildings in the Department of Commerce presented information to the Board regarding pending rules related to expanded erosion control and storm water management. They wanted to share with the Board that these rules have been to public hearing and are currently working to finalize them. The Department of Commerce has extended the deadline for public comments and would like the Board's input if any within the next month. The Department of Commerce would like to know if there is normal or routine work done by the Board's professions that may fall into their categories of these rules that should be addressed. Bill Black, Legal Counsel, shared historical information with the Board at today's meeting. After a lengthy discussion Board wanted to ensure the GHSS licensure of all Sections are indicated in the rules as credential holders.

MOTION: Thomas Evans moved, seconded by Ruth Johnson, to send a letter from the GHSS Joint Board to the Department of Commerce that the Board requests the inclusion of professional licensed Geologists, Hydrologists, and Soil Scientists in their rules. Motion carried unanimously.

Statutory Change to Allow Reciprocal Agreements

Tim Wellnitz, Director of Business and Design, provide information to the Board regarding a reciprocal agreement between Wisconsin and Texas. Bill Black, Legal Counsel, referred the Board to the language in 470.06 (2), provided the interpretation of the rule and reviewed the credentialing process with them. The Board reviewed the November 29, 2005 letter at today's meeting and would like further clarification in the areas of education, coursework and examinations accepted in Texas. Mr. Wellnitz also received a short survey from Texas and he will respond on behalf of the Board.

MOTION: Fredrick Madison moved, seconded by Thomas Evans, to request clarification to the November 29, 2005 letter and to provide additional information. Motion carried unanimously.

NR 500 Update

Bill Black, Legal Counsel, provided an update to the Board regarding the status of NR 500 related to landfill and Geologists. He answered questions from board members on how this impacts on their profession at today's meeting. The Board requested Attorney Black to work with the Department of Agriculture on definitions so that their language is the same as the Department of Natural Resource's rules.

MOTION: William Mode moved, seconded by Frederick Madison, to continue to work with the Department of Agriculture regarding the language of their rules and consistency of definitions. Motion carried unanimously.

SECTION REPORTS

- **Geologists, Thomas J. Evans**

Thomas Evans reported that the Section has new members William Mode, Sue Bridson, and Brenda Halminiak (nominated) and now has full membership. Mr. Evans shared that he attended the ASBOG Annual Meeting held in November 1-6, 2005 in Portland, Oregon. Mr. Evans wrote a report for the Geology Section and shared the highlights from the national meeting. The main topics were related to examinations and the creation of a national disciplinary database. The Geology Section will meet the afternoon of February 15, 2006.

- **Hydrologists, Stephen Donohue**

Ruth Johnson reported that the Hydrology Section has a new member Bryant Browne. . There are no discipline cases or court cases pending. Stephen Donohue wanted the Board to know that he supports working with DNR regarding the rule changes. Ms. Johnson shared that the Section may want to have a discussion on ways to educate the public on hydrology.

- **Soil Scientists, Jon Guntow**

There was nothing to report at this time.

PRACTICE ISSUES

GHSS FIRM PRACTICE

Bill Black, Legal Counsel, discussed with the GHSS Joint Board a practice question regarding the starting of a firm. After receiving the Board's input, Attorney Black will respond on behalf of the Board.

NEW BUSINESS

None.

ADJOURNMENT

MOTION: Fredrick Madison moved, seconded by Randall Hunt, to adjourn the meeting at 11:58 a.m. Motion carried unanimously.

Next Meeting: August 16, 2006